

## **SPEER MEMORIAL LIBRARY BOARD**

The Speer Memorial Library Board met for its regularly scheduled meeting on June 18, 2024, at Speer Memorial Library.

### **A. Call to order**

The Meeting was called to order by Cynthia Leon at 5:18 p.m.

Attendance was taken.

#### **Present:**

Elizabeth Garza  
Cynthia Leon  
Perri Ann Huntley  
Lina Cruz

#### **Absent:**

Mayra Rocha  
Rose Mary Gallager  
Beth Blanton

#### **Library Staff Present:**

Yenni Espinoza, Library Director

### **1. Approval/Disapproval of Absences**

All absences for the March 19, 2024, meeting had no action taken.

### **2. Board Minutes**

Elizabeth Garza moved to approve the minutes as presented for the March 19, 2024, Speer Memorial Library Board Meeting. Perri Ann Huntley seconded the motion and the motion passed unanimously.

### **3. Treasurer's Report**

Perri Ann Huntley stated that the current balances in both the Breyfogle and MacDonald accounts, with activity as of October 14, 2022, were attached for review. She stated that the MacDonald account has a balance of \$27,476.62 and the Breyfogle account has a balance of \$6,811.75. The treasurer's report will be filed for audit.

### **B. Routine Business**

#### **4. HCLS**

Yenni Espinoza, Library Director reported HCLS meetings information: She mentioned that the libraries changed platforms from Navigator to ShareIT for items to be lent out to other libraries from local and out of state. They had been looking into moving from the TLC system of checking in and checking out books in the catalog/collection database into a new system in November or by the end of December. They just got their Interlocal Agreement per each library to be added into their part of the county system platform and for their reimbursement.

#### **5. Librarian's Report**

Yenni Espinoza presented the Board members with the monthly reports for the months of March up to today. Yenni Espinoza reported on the numerous library activities held for the Summer Reading Pogrom for each department, which included The Children's Department had Movies on Mondays, Arts & Crafts on Tuesdays, Toddler Time on Wednesdays, Thursdays they have Cooking with Kids, and on Fridays they have Storytime.

The Teen Department programming for the summer they hosted different Video Game Tournaments throughout the summer. They also had craft events and movie nights throughout every month. On Wednesdays, the teen department focuses on programming anime and manga for crafts, movies, and learning Japanese.

Yenni stated that the Book Club had their usual meetings throughout the months when they had book discussions on books. The Reference Department also hosted for this summer a Rocks Painting classes on Tuesdays at 10 am, Chess and Checkers on Thursdays at 10 am, and Movies once a month on a Saturday at 2 pm. Yenni Espinoza finalized the librarian's report.

**C. Any Discussion or Action on Board Items -**

**D. Unfinished Business –**

**6. MLS Reimbursement –**

Yenni presented to the board Ms. Magaly Garcia's semester grades and invoice for \$1,832.26 for her second semester towards getting her MLS for approval to use the Breyfogle account to award her grant monies for the semester she passed. Lina Cruz made a motion to reimburse Magaly Garcia for the expenses for her Master classes this semester from the Breyfogle account. Elizabeth Garza seconded the motion and the motion passed unanimously.

**E. New Business – None**

**F. Announcements or Remarks**

**Certificate of Filing:**

The reinstatement for the Friends of the Speer Memorial Library from the Texas Controller has been cleared to be in business.

The next Speer Memorial Library Board meeting is tentatively scheduled for September 17, 2024, at 5:00 p.m.

**G. Adjournment**

Elizabeth Garza made a motion to adjourn the meeting and Lina Cruz seconded the motion which passed unanimously. Cynthia Leon adjourned the meeting at 6:20 p.m.

Library Board Secretary \_\_\_\_\_

  
(Lina Cantu Cruz)

Date

08/01/2024



# BOYS AND GIRLS CLUB OF MISSION

Minutes of the Boys and Girls Club Mission  
Youth Advocacy Advisory Board Meeting, August 20<sup>th</sup>, 2024

The Youth Advocacy Advisory Board of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, August 20<sup>th</sup>, 2024 at 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

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**Board Members Present:**

Henry Rodriguez	Rebecca Lopez
Sergio Cruz	Peter Geddes
Christine Barrera	Scott Meyer
Aimee Ortega	Jennifer Lee Venecia

**Board Members Absent:**

Jesus Garcia

**BGCM Staff:**

Rick Venecia  
Xavier Sanchez  
Sujei Rodriguez  
Edgar Villarreal

**Guests:**

Christian Garza  
Katia Alaniz

**I. Call to Order**

H. Rodriguez called the meeting to order at 12:44 p.m.

**II. Approval of Minutes for the June 11<sup>th</sup>, 2024 Meeting**

After a brief review, a motion was made by S. Cruz to approve the minutes for the May 21<sup>st</sup>, 2024 Board Meeting; the motion was seconded by J. Venecia; the motion carried unanimously.

**III. Citizen Participation**

No citizens participated . . .

**IV. Director's/Program's Report**

R. Venecia stated that the Summer Program did very well. He complemented the Mission CISD Transportation Department for doing an outstanding job with our special activities to various locations this summer. He also emphasized that Summer Staff did an excellent job in their duties and couldn't have asked for a better group. Mr. Venecia also informed the Board that the Club's After-School programs will be starting August 26<sup>th</sup>.

**V. Programs Report**

Please see Director's Report . . .

**VI. Athletics Report**

E. Villarreal reported for the Athletic Department. He reported that the Baseball/Softball leagues went very smoothly. The season ended with little concerns and the parents/coaches were satisfied with the results of the standings. He furthermore informed the Board that Volleyball and Flag Football numbers have been increasing and he would have more definite numbers once registration has ended.

**Continue . . .**

**VII. Grants Report**

R. Venecia reported to the Board the current number of grants that the Club has been able to secure. He also added the monetary amounts associated with the grants and which grants have expired. Mr. Venecia also shared with the Board that all new grants will go directly into 501C3 accounts. This led to some discussion and all concerns were addressed.

**VIII. Chairperson Comments**

H. Rodriguez stated that he had no announcements at this time . . .

**IX. Adjournment**

After a brief discussion, H. Rodriguez entertained a motion to adjourn this portion of the Advisory Board meeting. A motion was made by R. Reyna; the motion was seconded by N. Ortiz; the motion passed unanimously. Adjournment time was 12:56 p.m.

## **Minutes of the Boys and Girls Club Mission Board of Directors' Regularly Scheduled Meeting, August 20<sup>th</sup> 2024**

The Board of Directors of the Boys and Girls Club of Mission held a regularly scheduled meeting on Tuesday, August 20<sup>th</sup>, 2024, 12:30 p.m. at the Main Unit of the Boys and Girls Club Mission

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**I. Call to Order**

H. Rodriguez called the meeting to order at 12:57 p.m.

**II. Approval of 501c3 Minutes for June 11<sup>th</sup>, 2024 Meeting**

After a brief review, a motion was made by P. Geddes to approve the minutes for the June 11<sup>th</sup>, 2024 501c3 meeting; the motion was seconded by C. Barrera; the motion carried forward unanimously.

**III. 501C3 Financial Report**

Christian Garza and Katia Alaniz represented the Finance Department for the City of Mission to review with the Board the 501c3 financial standings. Mr. Garza reviewed with the Board the expenditures, expenses and reconciliations for the month of June. The June Financial Statements were discussed and several questions were entertained. After a brief discussion, a motion was made by S. Cruz to approve the financial packet for the month of June; the motion was seconded by C. Barrera; the motion carried forward unanimously.

(Financial Packet for the months of June is attached)

**IV. Advanced Leadership Program**

R. Venecia announced to the Board that a Leadership Conference hosted by the Boys and Girls Club of America will be held in Corpus Christi. He asked the Board if any of them may be interested in attending. He also told the Board he would forward more information to them shortly (Informational flyer is attached).

**V. Government Advocacy Plan**

R. Venecia asked the Board to consider filling-out a survey sponsored by the Boys and Girls Club of America. The survey is part of a federal grant that will provide specialized equipment and material for various Clubs throughout the state. He also mentioned that the grant could also provide funding for additional staff members as well. He emphasized the importance of fill-out the survey as soon as possible. He would forward the link to the Board so that they could start with the survey (Advocacy Planning Packet is attached to this packet).

**VI. MEDC**

R. Venecia informed the Board that the Mission Economic Development Council (MEDC) will be donating a check to the Club for \$11,000.00. He asked the Board if anyone would be able to be there during the ceremony to receive the check on behalf of the Club. He would talk to members of the Board with the details . . .

Continued . . .

**VII. AmeriCorp Host Fee**

R. Venecia explained to the Board the agreement with the AmeriCorp program and our five staff members. He stated that the Club would have to pay for the services for the following year. He asked the Board for the Money from 501C3 funds; the cost would be \$7,500.00. After a brief discussion, a motion was made by S. Cruz to approve \$7,500.00 for the AmeriCorp Host Program fee; the motion was seconded by S. Meyers; the motion passed unanimously.  
(AmeriCorp Host Site Fee attached)

**VIII. Announcements**

R. Venecia announced to the Board his intentions to find a health professional who can address health issues to the community. He stressed heart issues but any topics could be entertained. He also mentioned that the Club would be recruiting UTRGV students. The students would be volunteers who would help in the After-School programs as tutors. Mr. Venecia also announced that he would be the Keynote speaker for the Adolescent Youth Program to be held in the Mission Event Center. More information to be forthcoming . . .

**IX. Adjournment**

After a brief discussion, H. Rodriguez entertained a motion to adjourn the meeting. A motion was made by R. Lopez to adjourn the 501C3 meeting; the motion was seconded by S. Cruz; the motion passed unanimously. Adjournment time was 1:33 p.m.



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Xavier Sanchez  
Operations Administrator

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Sergio Cruz  
BGCM Board Secretary

**Mission Redevelopment Authority  
Board of Directors Meeting  
July 23, 2024**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on July 23, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman  
Albert X. Chapa, Vice Chairman  
Aissa I. Garza, Secretary  
Efrain Reyna Jr.  
Hector Moreno  
Ricardo A. Perez  
Dennis Burluson

All the above were present except Director Moreno. Participating via Zoom teleconference were Sanjay Bapat, Vidal Roman, Armando Sandoval, Cristian Garza, Ezeiza Garcia, Matt Wilson, and Frances Blake. Participating in person were J.P. Terrazas, Julio Cerda, Orlando Navarro, Abel Bocanegra, Laura Warren, Aldo Perez, Crystal Chávez, Mayor Norie Gonzalez Garza, Joe Salazar, Damien D. Tijerina, Raul Garcia, Dolly Elizondo Mike Perez, Ruben James de Jesús, Interim Executive Director Teclo J. Garcia, and Judy Vega.

**1. Call Meeting to Order at 4:02 PM.**

Chairman Martin Garza opened the meeting with a welcome to all.

**2 Citizen's Participation: None.**

**3. Tabled 6/25/2024: Approve minutes of May 30, 2024 and Special Meeting of June 17, 2024 of the Redevelopment Authority.**

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously voted to bring this item off the table.

There being no corrections or additions, upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously approved both sets of minutes as presented.

**4. Approve minutes: Regular meeting of June 25, 2024, of the Mission Redevelopment Authority**

There being no corrections or additions upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously approved the minutes of June 25, 2024 as presented.

At 4:10 PM, Chairman Martin Garza, announced that the Mission Redevelopment Authority Board would convene in closed session.

**5. Executive Session Pursuant to V.T.C.A. Gov't Code Sections 551.071 and 551.072 Consultation with Attorney regarding:**

- A. Deliberation and possible action regarding real property.**
- B. Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following: Report from Int. Executive Director as to potential project(s).**

**The Mission Redevelopment Authority Board of Directors will reconvene in open session to take any actions necessary.**

At 5:11 PM, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would convene in open session. Upon a motion duly made by Director Burleson and seconded by Director Reyna, the Board unanimously voted to convene in open session. No action was taken.

The Board addressed item #6 before Item #5 during the meeting.

**6. Discuss and take appropriate action related to updating TIRZ #1 project and financing plan.**

Int. Exec. Director Tecló J. Garcia mentioned that we needed to go out and seek proposals for a consultant to update the project list and finance plan for TIRZ #1. Questions were asked related to how proposals were being solicited, what's a cap amount on services, and on how long it would take to engage a consultant. Mr. Garcia said it would take longer to engage a consultant if he went out for RFQ's and mentioned that he knew several good firms that can create a finance plan and project updates, that he can engage rather quickly. In reference to the cost, he said he has worked with some of the firms he will be contacting and that he will make a valued judgement on what the cost would be. Chairman Martin Garza recommended that Mr. Garcia solicit and evaluate proposals with staff, then bring his recommendation to the Board for approval.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously authorized Int. Exec. Director Tecló J. Garcia, to solicit consulting services from qualified firms to update the TIRZ #1 project and finance plan, and to bring back to the Board his recommendation for approval.

**7. Discussion and possible action to authorize the Interim Executive Director to solicit consultants to assist in updating the TIRZ #1 project and finance plans, as well as initiating the creation of a TIRZ #2, including the development of comprehensive project and finance plans and fulfillment of all necessary requirements to establish the new zone.**



Mr. Garcia said that the first part of this item was taken up during item #6. In relation to the creation of a TIRZ #2, Mr. Garcia said that Mission City Council, as the government unit, creates TIRZ's, so Mission City Council will need to create it. No action was taken.

## 8. Acceptance of Project Reports:

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer trunkline along Los Ebanos Road. Mr. de Jesus said that the contractor, RDH, has completed 80% of the forcemain. They will begin mobilizing on the gravity line by the end of this week.

Upon a motion duly made by Secretary Aissa I. Garza and being seconded by Director Reyna, the Board unanimously accepted the Tierra Dorada Sanitary Sewer Improvements Project as presented.

Chairman Martin Garza recognized Mr. de Jesus with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Approximately 2 million gallons per day (MGD) of sewer flows will be alleviated from the Inspiration Road trunkline. Mr. de Jesus recapped from last month's report where he said that discussions were taking place with AGUA SUD's general manager related to pass-through sewage rates, and said that AGUA SUD will review proposed rates. Their concerns continue to be electrical usage at their lift stations. Comparison of the established rates between the City of Mission and AGUA SUD will be compared to the electrical cost and depreciation of pumps at the three downstream lift stations. Mr. de Jesus said that AGUA SUD will perform an analysis of the costs and come back to M&H with their findings. He mentioned that another possible alternative is to use AGUA SUD's easement to the south of Mile 1, which goes all the way to the water plant. Mr. de Jesus will be looking at cost comparisons to the current project and possibly doing a gravity line in that easement. He is currently working on a site plan describing the widths and placement of the easement as an alternative, which he will present at the next Board meeting. No further comments were made.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Perez, the Board unanimously accepted the Inspiration Road Trunklines (Sanitary Sewer Master Plan) report as presented.

Chairman Martin Garza recognized Mr. de Jesus with M&H to report on the **Walsh Road Expansion Project**. This project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately  $\frac{3}{4}$  of a mile. The improvements consist of a paved 32-foot back-to-back curb street section with proposed drainage improvements. Mr. de Jesus mentioned that this project's design is 60% completed and said that the survey on the ROW has been completed. His firm is waiting for appraisals for the ROW so they can begin negotiations on parcel acquisition with property owners.

Upon a motion duly made by Vice Chairman Chapa and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the Walsh Road Expansion Reports as presented.

Chairman Martin Garza recognized Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III**. On **Phase II**, the design phase of the project, Mr. Tijerina said that 95% of the design submittal should be completed by the end of this month. An internal review of the project is being conducted and comments, if any, are being addressed at this time.

**Phase III** consists of ROW acquisition. Mr. Tijerina said that regarding the re-evaluation of the model, the firm did not want to update it until United Irrigation District approved it. The firm has since received a preliminary approval and comments from them and the model was resubmitted for approval last week. Once approval is received, the firm will move forward with affected property owners to remove the ditch from the property. Mr. Tijerina said that his firm had received 28 parcel appraisals out of 47 and that they are being reviewed by a second appraiser. They continue to work with the remaining parcels. This project is 23.1% complete.

Upon a motion duly made by Director Perez and seconded by Secretary Aissa I. Garza, the Board unanimously accepted the Inspiration Road/Military Parkway Loop Phases II & III reports as presented.

Chairman Martin Garza recognized Orlando Navarro with Killam Development to report on **Killam Development's** El Milagro Phase I Project. Mr. Navarro mentioned that since it has rained significantly this past few weeks, Killam Development has been working on getting the streets back on track and starting asphalt paving. No further comments were made.

Upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously accepted Killam Development's El Milagro Phase I report as presented.

Chairman Martin Garza recognized Crystal Chavez with The Warren Group (TWG) to report on the **Fire & Police Sub-Station #6**. Ms. Chavez asked the Board to disregard the report in their packets while passing out an updated version. She stated that a walk-through was conducted last week on Friday, July 19, 2024 and that the project is substantially complete. Laura Warren, Architect with The Warren Group, mentioned that last week significant changes took place that it was necessary to bring an updated report of the project at this meeting. Ms. Chavez said that pending items from last month related to repairs on the millwork, leaks, and a final cleanup has been completed. A mini split at one of the IT closets is currently up for repair. She mentioned that trap primers are being installed today as per Gerlach Construction. Ms. Chavez reported that she had met with Int. Exec. Director Teclo Garcia to bring him up to date on the project from beginning to the present, and committed to provide him with the project's timeline to date. Laura Warren, Architect with TWG mentioned that she issued a Notice of Intent of Lien with Gerlach Construction (GC) via email, regular and certified mail on behalf of the City of Mission. Ms. Warren followed up with GC and executed a follow-up punch list. She mentioned that not all items on the previously issued punch list have been completed, but that the building is now substantially completed. A Certificate of Substantial Completion dated July 19, 2024 has been prepared. Ms. Warren mentioned cost estimates of work to be completed and liquidated damages as listed in the Cert. of Substantial Completion, a total of \$\$169,600. Secretary Aissa I. Garza

requested that an agenda item in executive session is placed in next month's agenda related to these damages.

Upon a motion duly made by Director Reyna and seconded by Director Burleson, the Board unanimously accepted the Fire & Police Sub-Station #6 as presented.

Chairman Martin Garza recognized Assistant City Manager J.P. Terrazas to report on the **1<sup>st</sup> Street Extension (Dragonfly 6265 LLC)**. This project is in the vicinity of Glasscock & Shary Road and involves connectivity through 1<sup>st</sup> Street, which is perpendicular to Hoerner Street. The contractor is Riverside Contractors. Mr. Terrazas welcomed Developer Dolly Elizondo with Dragonfly 6265 LLC, to provide a report on this project. Ms. Elizondo mentioned that drainage has been connected and that the project is 90%-95% complete on the lift station and all that's needed is the wet well, which will be installed next week. Once that is done, the project will be 100% complete. Ms. Elizondo said that there is 100 ft. of the road that connects Glasscock and Shary Road that still needs to be completed. The site plan for this connection is in the approval process at the City of Mission's Planning Dept.

Upon a motion duly made by Director Perez and seconded by Vice Chairman Chapa, the Board unanimously accepted the report for 1<sup>st</sup> Street Extension (Dragonfly 6265 LLC) as presented.

Chairman Martin Garza recognized Raul Garcia, P.E., with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project is \$98,000.00. In the absence of Romeo Barrera, Mr. Garcia reported that a 60% of the set of plans were submitted to the City of Mission for their review and are currently addressing comments. Mr. Garcia said he is coordinating with Developer Dolly Elizondo regarding connectivity of 1<sup>st</sup> Street since they are ahead of them. He is also coordinating with United Irrigation District on irrigation lines that services Dr. Pechero's property line. No further comments were made.

Upon a motion duly made by Director Perez and seconded by Vice Chairman Chapa, the Board accepted the Hoerner Street Project report as presented.

Chairman Martin Garza recognized Julio Cerda, P.E., with South Texas Infrastructure Group LLC, to present the **Anzalduas Industrial Park Phase I Subdivision Project**. Mr. Cerda handed out a set of plans for the Board's review. He said that although it has rained, the contractor was able to exchange the storm sewer line from a 36" to a 42", since they are planning on increasing the size of the industrial park. The firm is currently working on Phase II as well, which is on the west side of Bryan Road. They have also began to install the gravity line. No further comments were made.

Upon a motion duly made by Vice Chairman Chapa and seconded by Director Perez, the Board unanimously accepted the Anzalduas Industrial Park Phase I Subdivision project report as presented.

**9. Discussion and possible action related to the approval of flood insurance proposal for the TIRZ building located at 1301 E. 8<sup>th</sup> Street, Mission, from HUB International.**

Mr. Garcia informed the Board that staff has been asked to seek proposals for flood insurance for the building owned by TIRZ. After soliciting proposal, two were received. While the amounts are comparable, a third company suggested that we consider the provider we have previously worked with. Mr. Garcia recommends that we proceed with HUB International, as they currently provide our Directors & Officers Commercial Insurance as well as property insurance for this building. Their proposal is \$885.00 for an annual flood insurance premium.

Upon a motion duly made by Director Perez and seconded by Director Burleson, the Board unanimously the approval of a flood insurance proposal for the TIRZ building located at 1301 E. 8<sup>th</sup> Street, Mission, from HUB International in the amount of \$885.00 for an annual premium.

**10. Discussion related to the Authority's preliminary FY 2024-2025 budget.**

Mr. Garcia said this item was not for action and that he was presenting it for review. He said there is still work to be done on the budget as some items need to be analyzed, but that he plans to present it for approval at next month's meeting. Secretary Aissa I. Garza requested that the budget is sent to her in excel. Chairman Martin Garza asked about any line items that needed significant changes. Mr. Garcia mentioned that this budget did not have a marketing line item and that he would like to add one specifically for running newspaper advertisements that highlight projects completed or funded by the TIRZ. This will help provide credit for initiatives this Board has undertaken. Mr. Garcia also mentioned that he'd like to increase budget amounts for professional services and legal services. Director Perez requested a project list for the \$28M bond the Authority's acquired in September. No action was taken.

**11. Discussion and possible action for the acceptance of General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending June 30, 2024.**

Financial Officer Joe Salazar presented and recommended approval of the General Fund, Capital Fund, and Debt Service Investment Reports for quarter ending June 30, 2024.

There being no changes or additions, upon a motion duly made by Vice Chairman Chapa and seconded by Director Reyna, the Board unanimously approved the General Fund, Capital Fund and Debt Fund Service Investment Report for the quarter ended June 30, 2024 as presented.

**12. Acceptance of Financial Report for June 2024.**

Investment Officer Joe Salazar presented and recommended acceptance of the Financial Report for June 2024.

There being no corrections or additions, upon a motion duly made by Secretary Aissa I. Garza and seconded by Director Reyna, the Board unanimously accepted the Financial Report for June 2024 as presented.

**11. Approval of invoices for July 2024.**

Financial Officer Joe Salazar presented and recommended approval of all invoices for the month of July 2024. He called attention to Invoice #292 from the City of Mission, in the amount of \$32,184.15, related to the Police & Fire Substation #6. Mr. Salazar said that the amount was due to an invoice submitted by The Warren Group Architects, an amount that was not included in the original reimbursement agreement. Mr. Terrazas said it was for 7% of the construction costs that was not included in the agreement. The City of Mission paid it and it is reimbursable. An amendment to the reimbursement agreement between the City and TIRZ may be presented later.

Upon a motion duly made by Director Reyna and seconded by Director Perez, the Board unanimously approved all invoices for the month of July 2024.

**12. Adjournment**

As there was no further business for the board to consider, upon a motion made by Director Reyna, and seconded by Director Perez, the Board unanimously voted to adjourn the meeting at 6:08 PM.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Mission Redevelopment Authority  
Board of Directors Meeting  
August 29, 2024**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission Redevelopment Authority (MRA) held a regular meeting open to the public, by teleconference and in person, on August 29, 2024, at 4:00 PM, at 801 N. Bryan Road, Mission Texas, and the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman  
Albert X. Chapa, Vice Chairman  
Aissa I. Garza, Secretary  
Efrain Reyna Jr.  
Hector Moreno  
Ricardo A. Perez  
Dennis Burleson

All the above participated in person with Director Ricardo A. Perez participating via Zoom. Also participating via Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, and Frances Blake. Participating in person were Sanjay Bapat, J.P. Terrazas, Orlando Navarro, Crystal Chávez, Mayor Norie Gonzalez Garza, Joe Salazar, Damien D. Tijerina, Mike Perez, Ruben James de Jesús, Romeo Barrera, Interim Executive Director Tecló J. Garcia, and Judy Vega.

*Note: The agenda was adjusted during this meeting to prioritize certain items. Consequently, the recorded times may not align with the usual sequence.*

**1. Call Meeting to Order at 4:06 PM.**

Chairman Martin Garza opened the meeting with a welcome to all.

**2 Citizen's Participation: None.**

Director Reyna noted that the meeting minutes for July 23, 2024 were not on the agenda for approval but requested that they are included in next month's meeting. The request was noted.

The Board addressed **Item #4, Acceptance of Project Reports**, ahead of **Item #3** during the meeting.

At **4:36 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would convene in closed session. Upon a motion duly made by Director Burleson and seconded by Director Reyna, the Board unanimously voted to convene in closed session.

**3. Executive Session Pursuant to V.T.C.A. Gov't Code Section 551.071 Section 551.072, Section 551.074, and Section 551.087.**

**Consultation with Attorney regarding:**

- A. Deliberation regarding real property.**
- B. Deliberation regarding economic development negotiations or projects including, but not limited to the following: Report from Int. Exec. Director as to potential project(s).**
- C. Discussion related to the PD & Fire Substation #6 Project.**
- D. Deliberation regarding the evaluation of Interim Executive Director.**

**The Mission Redevelopment Authority Board of Directors will reconvene in open session to take any actions necessary.**

Director Perez left the Zoom teleconference meeting at 4:57 PM.

Director Perez joined the Zoom teleconference meeting at 5:24 PM.

Secretary Aissa I. Garza left the meeting at 5:39 PM.

At **6:11 PM**, Chairman Martin Garza announced that the Mission Redevelopment Authority Board would be reconvening in open session. Upon a motion duly made by Director Chapa and being seconded by Director Reyna, the Board unanimously voted to reconvene in open session.

**Motions:**

**Item 3-A:** Deliberation regarding real property – No action.

**Item 3-B:** Report from Int. Exec. Director as to potential project(s) – No action.

\* While no action was taken on this item, a follow-up will occur during the Budget (Item #7) further down on the agenda. This will include a proposed \$300,000 allocation for a Bike Trail Project in collaboration with Hidalgo County.

**Item 3-C:** Discussion related to the PD & Fire Substation #6 Project – No action.

**Item 3-D:** Deliberation regarding the evaluation of Interim Executive Director –

\* While no action was taken on this item, a follow-up will occur during the Budget (Item #7) further down on the agenda. This follow-up will include a \$24,000 increase for Administrative Fees between the City of Mission and the Authority.

Director Perez left the Zoom teleconference meeting at 6:15 PM.

Director Perez joined the Zoom teleconference meeting at 6:22 PM.

Director Reyna left the meeting at 6:30 PM.

**4. Acceptance of Project Reports:**

Chairman Martin Garza recognized Ruben James de Jesus with Melden & Hunt Inc. (M&H) to report on the **Tierra Dorada Sanitary Sewer Improvements Project**. This project involves the design to eliminate existing Lift Stations No. 13 and 14 within Tierra Dorada Subdivision and construct a new proposed lift station to reroute sewer discharge into existing sanitary sewer

trunkline along Los Ebanos Road. Mr. de Jesus reported that 95% of the forcemain installation has been completed. RDH Contractors has mobilized on the gravity line portion of the project and is currently preparing the site along the ditch for installation of the pipe. The contractor should be mobilizing on the wet well next week. Mr. de Jesus provided some images on the project's progress for the Board's review.

Upon a motion duly made by Director Reyna and seconded by Vice Chair Chapa, the Board unanimously accepted the Tierra Dorada Sanitary Sewer Improvements Project as presented.

Chairman Martin Garza recognized Mr. de Jesus with M&H to report on the **Inspiration Road Trunklines (Sanitary Sewer Master Plan)**. This project ties in with the Tierra Dorada Sanitary Sewer Improvements Project. It involves the rerouting of Lift Station #10, located on Mile 2 & FM 495 to AGUA SUD lift station located on FM 364 by force main. Approximately 2 million gallons per day (MGD) of sewer flows will be alleviated from the Inspiration Road trunkline. Mr. de Jesus recapped from last month's report where he said that discussions continue taking place with AGUA SUD's general manager on pass-through sewage rates. Their concerns continue to be electrical usage at their lift stations. Comparison of the established rates between the City of Mission and AGUA SUD will be compared to the electrical cost and depreciation of pumps at the three downstream lift stations. Mr. de Jesus said an alternative project will be analyzed using an existing AGUA SUD easement. One alternative will be installing a gravity line parallel to the existing gravity line running to the Waste Water Treatment Plant; however, Mr. de Jesus mentioned that the better alternative would be the rerouting, since it would be the best cost-effective option. He shared comparable figures to show alternative costs. The rerouting would involve running a 24" line that would connect to the easement that AGUA SUD is willing to share, which will serve as a gravity line parallel to the existing gravity line, allowing more capacity. This option continues to be analyzed and Mr. de Jesus plans on bringing it back to the Board for final approval later. No further comments were made.

Upon a motion duly made by Director Reyna and seconded by Director Burleson, the Board unanimously accepted the Inspiration Road Trunklines (Sanitary Sewer Master Plan) report as presented.

Chairman Martin Garza recognized Mr. de Jesus with M&H to report on the **Walsh Road Expansion Project**. This project involves the design and survey to expand the road from Perez St. to Frontage Rd., approximately  $\frac{3}{4}$  of a mile. Mr. de Jesus provided a handout of a draft ROW appraisal of \$306,600.00, which is within the \$400,000.00 the budget. Mr. de Jesus said that he is in negotiations with the property owner related to the parcel acquisition for either an agreement to donate the property or to pay a share of the costs. The proposed project will consist of a 60-ft ROW, or about 2.19 acres, with a 36-ft back-to-back curb section. Plans are currently 60% complete. Once estimates on improvements are in, he will be sharing them with the owner so he can evaluate the benefit in value this property will be to him once improvements are completed. End of report.

Upon a motion duly made by Director Burleson and seconded by Director Reyna, the Board unanimously accepted the Walsh Road Expansion Reports as presented.



Chairman Martin Garza recognized Damien D. Tijerina with L&G Engineering to report on the **Inspiration Rd./Military Parkway Loop Ph. II and III Projects. On Phase II**, Mr. Tijerina said that 95% of the design was being reviewed by TxDOT. He noted that the City of Mission has prepared a letter of request to the Rio Grande Valley MPO that this project is divided into two separate projects. Section I, which will run from Inspiration Road to Veterans Cemetery, will need to go into construction in 2026. The second project, Section II, will be Military Parkway, which will be constructed from East of Schuerbach Road to FM 1016 (Conway Ave.). Construction for Section II is anticipated to begin in 2027. This separation of project limits will allow the City of Mission to accelerate construction of the first section of the corridor. Mr. Tijerina said that Phase II was originally a one loop project, but the city wants to divide it into two separate construction projects, Inspiration Road and Military Parkway. Secretary Aissa I. Garza asked if there will be a change in costs. Mr. Tijerina said yes, in the form of change orders, but estimates have not been determined. She recommended that the projects be treated separately when preparing reimbursement agreements. The Authority's legal counsel Sanjay Bapat suggested that these projects are discussed with the Authority's auditors in order to find out how to treat them since there are Reimbursement Agreements already in place. Splitting them into two by either amending or rescinding the agreements will create cost issues for each project. Chairman Garza recommended that we contact the Authority's auditors and pose some of the questions being asked today. No further comments were made.

**Phase III** consists of ROW acquisition. No significant change has happened related to ROW acquisition from last month's report and Mr. Tijerina reported that L&G continues to move forward with negotiations with affected property owners. The firm has received 27 parcel appraisals out of 47. They continue to work with the remaining parcels. This project is 23.1% complete.

Upon a motion duly made by Secretary Aissa I. Garza and being seconded by Director Reyna, the Board unanimously accepted the Inspiration Road/Military Parkway Loop Phases II & III reports as presented.

Chairman Martin Garza recognized Orlando Navarro with Killam Development to report on Killam Development's **El Milagro Phase I Project**. Mr. Navarro mentioned that they are back on track after rainy days and said that they are patching things up, trenching has been cleared up, concrete is being poured and streets are getting paved. Underground improvements are underway. He expects this project to be completed by late October 2024. Mr. Navarro mentioned that 85% of TIRZ reimbursable expenses have been accounted for this project. No further comments were made.

Int. Exec. Director Teelo Garcia proposed a future Board tour of the El Milagro Phase I's development to see its progress.

Upon a motion duly made by Director Chapa and seconded by Director Reyna, the Board unanimously accepted Killam Development's El Milagro Phase I report as presented.

Chairman Martin Garza recognized Assistant City Manager J.P. Terrazas to report on the **1<sup>st</sup> Street Extension (Dragonfly 6265 LLC)**. This project is in the vicinity of Glasscock & Shary Road and involves connectivity through 1<sup>st</sup> Street, which is perpendicular to Hoerner Street. The contractor is Riverside Contractors. In the absence of Developer Dolly Elizondo, Mr. Terrazas provided a report on this project and mentioned that Riverside Contractors are ready to install the lift station; however, they've encountered issues with a water table which they're having a hard time draining to prepare the well for the lift station. Paving of the street should begin in September 2024 as well as the widening of Glasscock Street for egress and regress of the subdivision.

Upon a motion duly made by Director Burleson and seconded by Vice Chairman Chapa, the Board unanimously accepted the report for 1<sup>st</sup> Street Extension (Dragonfly 6265 LLC) as presented.

Chairman Martin Garza recognized Romeo Barrera, P.E., with Halff Associates to report on the **Hoerner Street Project**. Total engineering costs for this project is \$98,000.00. Mr. Barrera reported that United Irrigation District provided direction for a proposed irrigation line. The proposed irrigation stub-out towards the west that was originally called out in the exhibit just south of the west end of Selena Rd/E. 1<sup>st</sup> Street is not needed since that tract has now been developed as Las Esperanzas Subdivision. An irrigation stub-out under the proposed Hoerner Road extension will be required towards the west from the existing standpipe just north of where Hoerner Rd currently ends and intersects with the Home Depot's drive. Civil Engineering Design: Halff will be finalizing the 90% plans per the comments received by the City of Mission and United Irrigation District then resubmit the plans for review. End of report.

Upon a motion duly made by Vice Chairman Chapa, and being seconded by Director Moreno, the Board accepted the Hoerner Street Project report as presented.

Chairman Martin Garza recognized Julio Cerda, P.E., with South Texas Infrastructure Group LLC, to present the **Anzalduas Industrial Park Phase I Subdivision Project**. Mr. Cerda handed out a set of plans for the Board's review. As of August 21, 2024, weather conditions have improved, and he reported that the sanitary sewer distribution system is 100% complete. The water distribution system is 75% complete. The remaining 25% is paused due to discussions with the city regarding the potential upgrading of the waterline, which would involve increasing its size from 8" to 12". This upgrade is necessary to ensure the infrastructure meets future demands and enhances overall service reliability. Mr. Cerda shared photos of the project's progress displaying the sanitary sewer and water distribution systems. The firm is working on Phase II of the industrial park with a plan that contains 14 acres on the north west corner of Bryan and Military Rd., of which he plans to bring a request for a traffic light on that corner. Assistant City Manager J.P. Terrazas mentioned that the waterline upgrade that Mr. Cerda mentioned earlier is the next item on this agenda, Item #6, which he will be presenting. Mr. Cerda will continue keeping the Board informed of new developments as the project progresses. No further comments were made.

Upon a motion duly made by Vice Chairman Chapa and seconded by Director Moreno, the Board unanimously accepted the Anzalduas Industrial Park Phase I Subdivision project report as presented.

**5. Update regarding consulting firms to assist in updating the TIRZ #1 project and finance plan.**

Int. Exec. Director Teelo J. Garcia recapped from last month's Board meeting where the Authority's Board of Directors authorized him to solicit consulting firms for proposals related to the update of the TIRZ #1 Project and Finance Plan services. Mr. Garcia said that staff has solicited three reputable firms and that interviews have been held with each one of them. A deadline of September 6, 2024 was requested to submit proposals. Mr. Garcia mentioned we have received one proposal, but once we receive all proposals, an inhouse evaluation be conducted and a recommendation on the selection of a firm will be presented to the Board for approval at the next Board meeting. No action was taken nor required.

**6. Discussion and possible action regarding the approval of Change Order #1 related to the Anzalduas Industrial Park Phase I Subdivision.**

Assistant City Manager Terrazas recapped from the prior item report related to the Anzalduas Industrial Park Phase I that Mr. Cerda just presented. He stated that the City of Mission would like to increase the capacity of the waterline from an 8" to a 12" in order to meet the demands of new upcoming developments once the infrastructure is completed. The estimated cost of the waterline's upgrade is \$41,497.35. Mr. Terrazas mentioned that what will be upgraded will be the main waterline and not what is already there. The improvement will run from Military Road all the way to the Old Military Road, or the frontage of that area. He recommends approval.

Upon a motion duly made by Vice Chairman Chapa and being seconded by Director Moreno, the Board unanimously approved Change Order #1 related to the Anzalduas Industrial Park Phase I Subdivision in an amount not to exceed \$41,497.35. The approval is contingent to a First Amendment to the Reimbursement Agreement in place with the Authority and the developer, which will be brought to the Board for approval consideration.

**7. Discussion and possible action related to the approval of the Authority's Fiscal Year 2025 budget.**

Mr. Garcia presented the Authority's Fiscal Year 2025 Budget, noting a 5-year revenue increase averaging 8% in property values, with a 10% increase last year, and a projected 6% moving forward. Investment Officer Joe Salazar provided FY 2025 budget projections: Fund Balance - \$59.1 million; Estimated Revenues - \$8.9 million; Total Available Resources - \$18,063,284; Operating Expenses - \$773,690; Total Transfers for Capital Projects and Debt Service - \$9,466,662; Appropriations - \$10,240,353, resulting in an Unrestricted Fund Balance of \$7,822,941. Mr. Salazar invited the Board to discuss General Fund projections and mentioned additional amounts as discussed in executive session: \$300,000 for a Hike & Bike Trail Project and a \$24,000 increase in Administrative Fees. He reported a Capital Projects Fund balance of \$21,863,468 for FY 2024, with a carryover of \$2,977,066, leading to new Available Resources of \$24,840,534 and Total Appropriations of \$24,273,043. The final Restricted Fund Balance for 2025 will be \$567,489.00. Both Mr. Salazar and Mr. Garcia recommend approval of the Fiscal Year Budget for 2025.

Upon a motion duly made by Director Burleson and seconded by Vice Chair Chapa, the Board unanimously adopted the Authority's Fiscal Year 2025 Budget with the additional amounts as discussed in executive session of \$300,000 for a Hike & Bike Trail Project and a \$24,000 increase in Administrative Fees.

**8. Acceptance of Financial Report for July 2024.**

Investment Officer Joe Salazar presented the Financial Report for July 2024.

There being no corrections or additions, upon a motion duly made by Vice Chair Chapa and seconded by Director Moreno, the Board unanimously accepted the Financial Report for July 2024.

**9. Approval of invoices for August 2024.**

Investment Officer Joe Salazar presented the Invoices for the month of August 2024.

There being no corrections or additions upon a motion duly made by Director Perez and being seconded by Director Burleson, the Board unanimously approved all invoices for the month of August 2024.

**10. Adjournment.**

As there was no further business to discuss, upon a motion duly made by Vice Chair Chapa and seconded by Director Perez, the Board unanimously voted to adjourn the meeting at 7:06 PM.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name: Martin Garza

Printed Name: Aissa I. Garza

Title: Chairman

Title: Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**Mission Tax Increment Reinvestment Zone  
Board of Directors Meeting  
August 29, 2024**

**MINUTES**

**Call to Order, Establishment of Quorum**

The Board of Directors of the Mission TIRZ #1, held a special meeting open to the public, by teleconference and in person, on August 29, 2024 at 801 N. Bryan Road, Mission, Texas and at 7:04 PM, the roll was called of the duly appointed members of the Board, to-wit:

Martin Garza, Chairman  
Albert X. Chapa, Vice Chairman  
Aissa I. Garza, Secretary  
Efrain Reyna Jr.  
Hector Moreno  
Dennis Burleson  
Ricardo A. Perez

All the above were present except Director Reyna, Director Perez, and Secretary Aissa I. Garza. Participating via Zoom teleconference were Vidal Roman, Cristian Garza, Ezeiza Garcia, and Frances Blake. Participating in person were Sanjay Bapat, J.P. Terrazas, Crystal Chávez, Mayor Norie Gonzalez Garza, Joe Salazar, Damien D. Tijerina, Mike Perez, Interim Executive Director Teclo J. Garcia, and Judy Vega.

**AGENDA**

**I. Consent Agenda**

- A. Call meeting to order and establish quorum.
- B. Approve minutes of regular meeting of July 23, 2024, of the TIRZ #1.
- C. Ratify all actions taken by the Mission Redevelopment Authority Board of Directors at the August 29, 2024, meeting.

Upon a motion duly made by Vice Chairman Chapa and seconded by Director Moreno, the Board unanimously approved the consent agenda and ratified all actions taken by the Mission Redevelopment Authority Board of Directors at the August 29, 2024 meeting.

**II. Adjournment**

As there was no further business for the board to consider, upon a motion duly made by Director Burleson and seconded by Vice Chairman Chapa, the Board unanimously voted to adjourn the meeting at 7:05 PM.

By: \_\_\_\_\_

Attest: \_\_\_\_\_

Printed Name:  Martin Garza

Printed Name:  Aissa I. Garza

Title:  Chairman

Title:  Secretary

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**NOTICE OF REGULAR MEETING & PUBLIC HEARING  
MISSION ECONOMIC DEVELOPMENT CORPORATION  
AUGUST 28, 2024 4:00 PM  
CENTER FOR EDUCATION AND ECONOMIC DEVELOPMENT**

**PRESENT:**

Richard Hernandez, President  
Jose G. Vargas, Vice President  
Deborah Cordova, Secretary  
Estella Saenz, Treasurer  
Julian Alvarez  
Carl Davis  
Mayor Norie Gonzalez Garza

**ABSENT:**

**ALSO PRESENT:**

Eugene Vaughan, JGKL LL  
Ernesto Gonzalez, Tekna Impact  
Nelda Gouger, RGV Healthy Vending

**STAFF PRESENT:**

Teclo J. Garcia, CEO  
Belen Guerrero, COO  
Judy Vega, Executive Assistant  
Joe Salazar, Financial Officer  
Stephanie Mendiola, Project Manager  
Mike Perez, City Manager  
Andy Garcia, Asst. City Manager  
Naxiely Lopez-Puente, Director of  
Communications & External Affairs  
Brianna Casares, Manager of Marketing &  
Programs

*Note: The agenda was adjusted during this meeting to prioritize certain items. Consequently, the recorded times may not align with the usual sequence.*

**1. Call to Order and Establish Quorum**

After establishing a quorum of the Board of Directors, President Richard Hernandez called the regular meeting to order at 4:08 PM.

**2. Invocation:** Vice President Jose G. Vargas.

**3. Pledge of Allegiance:** Julian Alvarez.

**4. Citizen's Participation:** None.

**5. Approval of Minutes:**

- A. Regular Meeting of July 24, 2024**
- B. Special Meeting of August 13, 2024**

Carl Davis moved for approval of the Regular Meeting minutes of July 24, 2024. Motion was seconded by Julian Alvarez and approved 7-0.

Treasurer Estella Saenz moved for approval of the Special Meeting minutes of August 13, 2024. Motion was seconded by Carl Davis and approved 7-0.

At **4:26 PM**, President Richard Hernandez announced that the Mission Economic Development Corporation Board of Directors were convening in closed session.

The Board of Directors prioritized **Item 16** ahead of **Item 6** as follows:

**Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001.**

**Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:  
Report from CEO as to potential prospect(s):**

**A. Project Tiny**

**Deliberation and possible action regarding real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:**

**A. M.E.D.C. Land**

**Consultation with Attorney and possible action (as permitted under Texas Government Code Section 551.071).**

**The Mission Economic Development Corporation Board of Directors will reconvene in open session to take any actions necessary.**

At **4:50 PM**, President Richard Hernandez announced that the Mission Economic Development Corporation Board would be reconvening in open session.

No action was taken.

**6. Deliberation and possible action for acceptance of adjusted Financial Statement for July 2024. Financial Officer Joe Salazar presented and recommended approval of the Financial Statement for July 2024.**

Financial Officer Joe Salazar presented and recommended acceptance of the adjusted Financial Statement for the month of July 2024.

There being no corrections or additions to the financial statement, Treasurer Estella Saenz moved for acceptance of the adjusted Financial Statement for the month of July 2024 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

**7. Tabled 7/24/2024: Deliberation and possible action for the adoption of MEDC Investment Policy.**

Mayor Norie Gonzalez Garza moved to bring this item off the table for discussion. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

CEO Tecló J. Garcia introduced this item by saying that this investment policy mirrored the investment policy for the Mission Redevelopment Authority/TIRZ #1. The draft Investment Policy was presented at last month's Board meeting for their review, and it is being brought back for approval consideration.

Secretary Deborah L. Cordova moved to adopt the MEDC Investment Policy as presented. Motion was seconded by Treasurer Estella Saenz and approved 7-0.

**8. Deliberation and possible action related to the approval of Resolution Authorizing Participation in the TexPool Investment Pools and Designating Authorized Representatives.**

Mr. Garcia presented and recommended approval of Resolution Authorizing Participation in the TexPool Investment Pools and Designating Authorized Representatives. As MEDC prepares to move finance operations from the City of Mission to MEDC, this resolution needs to be approved by the Board along with the naming of designated authorized representatives. He recommends that he, COO Belen Guerrero and Financial Officer Joe Salazar are named designated authorized representatives with Mr. Salazar taking the lead since he is a certified Investment Officer. Mr. Garcia mentioned that he and Ms. Guerrero will be obtaining certifications in December. Vice President Jose G. Vargas asked if designated authorized representatives needed to be certified Investment Officers prior to being appointed by the Board. Mr. Garcia said no and that appointed representatives have six months to obtain their certification.

Carl Davis moved for the approval of Resolution Authorizing Participation in the TexPool Investment Pools and Designating the following Authorized Representatives: Financial Officer Joe Salazar, COO Belen Guerrero, and CEO Tecló J. Garcia. Motion was seconded by Julian Alvarez and approved 7-0.

**9. Deliberation and possible action related to the approval of TexPool Investment Pools Participation Agreement.**

Mr. Garcia mentioned that this agreement was also a required document requested by TexPool Investment Pools in order for MEDC to participate in investments. He noted that since we are now in the process of transferring the management of MEDC's accounts from the City of Mission to MEDC, this document is required by TexPool in order to open new accounts.

Vice President Jose G. Vargas moved for approval of TexPool Investment Pools Participation Agreement. Motion was seconded by Carl Davis and approved 7-0.

**10. Deliberation and possible action related to the approval of Non-Corporate Resolution from Multi-Bank Securities, Inc.**

Financial Officer Joe Salazar introduced this item by saying that this resolution was necessary in order to initiate an account with Multi-Bank Securities, Inc., for the purpose of participating in investments in the market. Multi-Bank Securities, Inc. is an investment institution that provides investment options. Multi-Bank Securities, Inc. is the broker for the City of Mission, Mission Redevelopment Authority/TIRZ #1, and the County of Hidalgo. Mr. Salazar recommends approval.

Vice President Jose G. Vargas moved for approval of Non-Corporate Resolution from Multi-Bank Securities, Inc. Motion was seconded by Carl Davis and approved 7-0.

**11. Deliberation and possible action for the approval of Resolution No. 2024-07, adopting Mission Economic Development Corporation's FY 2025 Budget.**

Mr. Garcia presented Mission Economic Development Corporation's FY 2025 Budget. Through a slide presentation, Mr. Garcia presented the proposed budget by saying that in FY 2024, the Mission EDC's largest revenue streams were retail sales taxes and CEED building revenue, and both increased significantly over FY 2023. Sales tax funds grew 6% to an estimated \$6.9 million and CEED revenue rose 14% to an estimated \$321,000. For FY 2025, we estimate \$7.3 million in sales tax revenues, a 6% increase over last year, based on steady growth over the last several years and a strong local economy.



The CEED building is expected to yield about \$300,000 in revenue and other revenue streams will remain steady. New for FY 2025 is interest income, expected to be about \$84,000. For Fiscal Year 2025, Mr. Garcia projects revenues of \$8M and expenses of \$7.5M. Revenues increased significantly in 2023 due to land sales, but we did not have any this past year, but in 2025 we expect to have land sales. In Operations there will be a significant amount of funds for building repairs. City Manager Mike Perez mentioned that he noticed that Texas Citrus Fiesta's (TCF) funding by MEDC in the amount of \$45,000 was not listed. He said that now since the City of Mission was managing the operations aspect of TCF, he wanted to request funding in the amount of \$45,000 strictly for marketing, for the upcoming TCF Parade and future proposed events. Mr. Garcia said that if the Board desired to include the \$45,000 funding for 2025 for TCF, it can be done. If approved, an adjustment will be made to the proposed budget and to the resolution being presented today in order to include the expenditure.

Key initiatives that MEDC will focus on will be small business and community programs such as the Ruby Red Ventures "Build Mission Fund" and Ruby Red Ventures "The Competition"; Downtown Assistance Program; Community Impact Funding, and Resources and Education for small businesses. CEED Operations & Maintenance with revenue generation, implementation of A/C maintenance and a replacement program, building and landscaping enhancements, and the enhancement of security systems. He is requesting approval of Resolution 2024-07.

Vice President Jose G. Vargas moved for approval of Resolution No. 2024-07 with an amendment to the amount specified in Section 2. The amount will be changed from \$7,563,579.00 to \$7,608,579.00, which includes an additional allocation of \$45,000 for the Texas Citrus Fiesta. Motion was seconded by Carl Davis and approved 7-0.

**12. Public Hearing – MEDC Fiscal Year 2025 proposed project consideration related to an economic incentive for the purchase of equipment and shelving for a sales and distribution company located at 801 N. Bryan Road, Suite 175, Mission, Texas (Project D-8).**

At **4:14 PM**, President Richard Hernandez opened the public hearing for any comments.

There were no comments.

At **4:15 PM**, President Richard Hernandez closed the public hearing.

**13. Deliberation and possible action related to the approval of an Economic Development Performance Agreement D-8.**

CEO Teclo J. Garcia introduced this item by saying that on May 29, 2024, the MEDC Board authorized staff to negotiate an incentive agreement in an amount not to exceed \$30,000 related to an economic incentive for the purchase of equipment and shelving for a sales and distribution company located at 801 N. Bryan Road, Suite #175, Mission, Texas (Project D-8). The incentive is to be paid in one installment upon meeting certain requirements. The economic performance agreement has been drafted and is now being presented for approval consideration. Mr. Garcia welcomed Nelda Gouger with RGV Healthy Vending LLC, who first thanked the Board of Directors for their consideration of her project. Ms. Gouger and said her small business started five years ago and that as her business grows, it will also benefit the City of Mission with sales tax increase projections.

Julian Alvarez moved for approval of an Economic Development Performance Agreement for Project D-8 as presented. Motion was seconded by Vice President Jose G. Vargas and approved 7-0.

**14. Deliberation and possible action to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project D-8.**

Mayor Norie Gonzalez Garza moved to authorize staff to publish a Notice of Intention to Undertake a Project or Projects for Fiscal Year 2025 for Project D-8. Motion was seconded by Secretary Deborah L. Cordova and approved 7-0.

Julian Alvarez left the meeting at 5:30 PM.

**15. Deliberation and possible action to authorize CEO to execute a professional services contract with ARES Services Inc., for legislative consulting services.**

Mr. Garcia mentioned that ARES is the current lobbyist for the City of Mission and MEDC, and that this agreement serves as a renewal for legislative consulting services for the upcoming legislative session. He praised ARES for their effective representation and recommended the approval of their continued services. City Manager Mike Perez added that meetings are in progress with ARES representatives to discuss legislative topics that are important to Mission.

Vice President Jose G. Vargas moved to authorize CEO to execute a professional services contract with ARES Services Inc., for legislative consulting services. Motion was seconded by Secretary Debora L. Cordova and approved 6-0.

At **5:39 PM**, President Richard Hernandez announced that the Mission Economic Development Corporation Board would be convening in closed session, a second time.

**16. Closed Session Pursuant to V.T.C.A. Gov. Code Sec. 551.001.  
Deliberation and possible action regarding economic development negotiations or prospects (as permitted under Tex. Gov't Code Sec. 551.087), including, but not limited to the following:  
Report from CEO as to potential prospect(s):**

**A. Project Tiny**

**Deliberation and possible action regarding real property (as permitted under Tex. Gov't Code Sec. 551.072), including, but not limited to the following:**

**A. M.E.D.C. Land**

**Consultation with Attorney and possible action (as permitted under Texas Government Code Section 551.071).**

**The Mission Economic Development Corporation Board of Directors will reconvene in open session to take any actions necessary.**

At **6:02 PM**, President Richard Hernandez announced that the MEDC Board of Directors will reconvene in open session.

**Motions:**

Project Tiny: Secretary Deborah L. Cordova moved to authorize the CEO and staff to move forward with a Letter of Intent for Project Tiny, for an incentive in an amount not to exceed \$120,000 to be paid in one installment. Motion was seconded by Treasurer Estella Saenz and approved 6-0.

M.E.D.C. Land – No action.

**17. CEO Report on Economic Development.**

None.

**18. President Comments.**

President Richard Hernandez thanked the MEDC staff for their professionalism and work. He mentioned the recent well-attended Police and Fire Substation #6 Ribbon Cutting, a TIRZ project. He thanked the MEDC Board for their time and their service in sharing their talents to the MEDC and City of Mission.

**19. Adjournment.**

Mayor Norie Gonzalez Garza moved to adjourn the meeting. Motion was seconded by Vice President Jose G. Vargas and approved 6-0. The meeting was adjourned at 6:08 PM.

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Richard Hernandez, President

ATTEST

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Deborah L. Cordova, Secretary

**CITIZEN'S ADVISORY COMMITTEE**  
**August 27, 2024**  
**Regular Meeting**

**Members Present**

Lorenzo Garza, Chairman  
Zoreida Lopez- Vice Chair  
Roxanne Méndez  
Marsha Terry  
Alma Garcia  
Monika Rosales-Flores  
Emigdio Villanueva, Jr.  
Ruben Davila Lozano

**Members Absent**

Francisco Cadena

**Staff Present**

Michael J. Elizalde  
Esther G. Rivera  
Monica M. Gonzalez

**Guest**

Jorge Andy Garcia

**Call Regular Meeting to Order to Establish Quorum**

Chairman Lorenzo Garza called the Regular Meeting to order at 5:32 pm. Esther G. Rivera conducted roll call. She stated that eight members were present, therefore there was a quorum.

**Citizens Participation**

Chairman Garza asked if any citizens were present to discuss any items on the agenda or express their concerns. No citizens present to comment and proceeded to introduce guest Mr. Jorge Andy Garcia, Assistant City Manager, to make his presentation. Mr. Garcia informed of the changes taking place with the CDBG Department and that Ms. Joanne Longoria is on leave; but effective September 30, 2024 will not be with the City of Mission. He advised that Mr. Michael J. Elizalde, Director of Grants and Strategic Development oversees all city grants and will now take charge of the CDBG grant and oversee the department. After a brief discussion and there being no further comments, continued with the next agenda item.

**Discussion and Recommendation to Approve Minutes for Regular Meeting held on July 23, 2024**

Ms. Rivera asked the members if they had reviewed the minutes of the Regular Meeting held on July 23, 2024. She inquired if there were any questions or comments. After a brief discussion, Chairman Garza asked for a motion to approve the minutes as presented. Mr. Villanueva motioned to approve the minutes as presented. Vice-Chair Lopez seconded the motion. Motion carried (7-0).

**Discussion and Recommendation to Approve Informal Bids Received for Housing Assistance Program Applicants HAP Phase 23-IA**

Mr. Elizalde presented the informal bids that were opened on August 13, 2024, for the two (2) rehabilitation projects: 1501 Blue Rock Road and 1217 Oblate Avenue and received submissions by two (2) contractors: A-One Insulation, LLC. and DSW Home, LLC. A-One Insulation, LLC. was the lowest bidder for project 1217 Oblate Avenue and DSW Homes was the lowest bidder for 1501 Blue Rock Road. Chairman Garza asked for a motion to Award Bid for HAP Phase 23-IA

lowest bidder. Ms. Flores motioned to Award Bids for HAP Phase 23-1A lowest bidder. Ms. Terry seconded the motion. Motion carried (7-0).

**Presentation on Annual Action Plan 2024-2025 Notice**

Mr. Elizalde presented the Annual Action Plan 2024-2025 allocation as presented and approved by the City Council. Allocations were as follows: Recreational Connectivity Trail Project \$200,000.00, Astroland-Storm Sewer Improvements Design Phase I \$104,000.00, Spikes-Storm Sewer Improvements Design Phase I \$32,000.00, Sanitary Sewer Improvements-Old Townsite and Neighboring areas Design Phase I \$214,000.00, Amigos Del Valle, Inc. \$23,444.00, Area Agency on Aging \$5,000.00, CAMP University \$3,000.00, Comfort House \$3,000.00, HOPE Medical Services \$1,000.00, CASA of Hidalgo County, Inc. \$1,000.00, Children’s Advocacy Center of Hidalgo County, Inc. \$15,000.00, Silver Ribbon \$3,000.00, Affordable Homes of South Texas, L.L.C. \$100,000.00, Housing Assistance Program \$80,000.00, and CDBG Administration \$196,111.00. Chairman Garza inquired of members if any comments or concerns. After a brief discussion and there being no further comments, continued with the next agenda item.

**Presentation on Status of Housing Assistance Program (HAP) Phase 23-I**

Ms. Esther Rivera presented the construction status of the Housing Assistance Program (HAP) Phase 23-I. She indicated the percentage of completion for each home as follows: 408 E. Melba Carter Street (Hardship Case) 78% complete; 1047 Los Ebanos Road 96% complete; 222 N. Slabaugh Avenue 15% complete; 615 N. Francisco Avenue 60% complete; and 3731 Garza Street 65% complete. Chairman Garza thanked Ms. Rivera for the Presentation on the Status of the Housing Assistance Program (HAP) Phase 23-I and continued with the next item.

**Tabled Items:**

Chairman Garza requested a motion to un-table Items A: Discussion and Recommendation of House Assistance Program Guidelines and B: Discussion and Recommendation on Options for Housing Assistance Program. Ms. Mendez motions to un-table the items. Vice-Chair Lopez seconded the motion. Motion carried (8-0).

**A: Discussion and Recommendation on Housing Assistance Program Guidelines**

Mr. Elizalde stated that based on the funding allocations for the Housing Assistance Program (HAP), the guidelines for the rehabilitation program should be updated. The members discussed how the program could assist the applicants and the options for changing guidelines. Mr. Villanueva recommended amending the cap assistance for the rehab program from \$25,000 to \$45,000, as long as it is within HUD guidelines. Chairman Garza requested a motion. Mr. Villanueva motions to make the change as recommended. Ms. Garcia seconded the motion. Motion carried (8-0).

**B: Discussion and Recommendation on Options for Housing Assistance Program (HAP)**

Mr. Elizalde presented the staff recommendations for the Housing Assistance Program on how to notify applicants currently on the waiting list of the changes to the assistance program. Mr. Elizalde inquired if the board reviewed the options and if they had any recommendations. After much discussion, the board elected option number 2 from the staff recommendations and requested to remove the word “indefinitely” from the notification and to seek legal counsel before mailing the letter. Chairman Garza asked for a motion to approve the recommendation option 2 as

discussed. Mr. Villanueva motioned to approve recommendation option 2 as discussed. Ms. Mendez seconded the motion. Motion carried (8-0).

### **Other Business**

#### **A. Progress Report-July**

Ms. Rivera presented the July 2024 Unofficial Progress Reports for CDBG and CDBG-CV expenditures received to date for the agencies, housing, and administration. After a brief discussion, Chairman Garza requested to follow up with CDBG-CV recipients with outstanding award balances to determine the status of their use. Mr. Villanueva recommends to send out letters to agencies on how they will use the remaining CV funds and a deadline to when the funds will be expensed. Chairman Garza asked for a motion to approve the progress reports as presented. Ms. Flores motioned to approve the Progress Reports as presented. Ms. Garcia seconded the motion. Motion carried (8-0).

#### **B. Chairman's Comments**

Chairman Garza welcomes Mr. Elizalde to the Community Development Department. Mr. Garza introduced himself.

#### **C. Committee Member's Comments**

CAC members introduce themselves to the new Director of the Community Development Department and look forward to working with Mr. Elizalde in the future to continue to guide and improve the CDBG program.

#### **D. Director's Comments**

Mr. Elizalde presented briefly on his background and expressed his excitement to guide the Community Development Department to a successful fiscal year.

### **Adjourn**

Chairman Garza asked for a motion to adjourn the meeting. Ms. Mendez motioned to adjourn the meeting. Ms. Garcia seconded the motion. Motion carried (8-0). The meeting was adjourned at 6:52 p.m.

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Lorenzo Garza, Chairman